

March 19, 2018  
Clinton Township Board of Supervisors Meeting

The regular March meeting of the Clinton Township Board of Supervisors was called to order by Chairman Ken Coles on March 19, 2018 at 7:01 PM at the Clinton Township municipal building. Chairman Kenneth Coles, Vice Chair Brian Non and Supervisor Russell Curtis were present.

**A. Pledge of Allegiance**

The Pledge of Allegiance was recited.

**B. Hearing Check / Meeting is audio and visual recorded - Noted**

**C. Public Comment – Items on the Agenda Only** – The concern over the frequently flooded road area on Route 170 was discussed. Supervisor Curtis said that PennDOT was trying to work with the property owner. Ray Vogt spoke of “eminent domain” and Chair Coles said that he would see that Mr. Vogt got proper contact information after the meeting, so he could voice his concerns to those who could address them. Christy Strange inquired as to whether the township had an Emergency Management Plan when expressing concerns for individual elderly residents during the latest snow storm. Kerry Henderson, the township’s Emergency Management Coordinator, explained that the township does have a plan in place, but that it is only used when the PA governor declares a state of emergency. Josh Debevec noted that during that storm residents living on Yarnes Rd were without electric for five days and that the Browndale Fire Department met some of their needs. When made aware, the fire department would run generators for people with oxygen. Matt Curtis inquired about open issues from last month, specifically the \$7,000.00 overage to Bill Pykus. Chair Coles brought up the subject of the township web site, stating his desire to see general information, contact information, meeting minutes, and the nuisance ordinance posted. To requests that more specific information like the SALDO and permit information be posted, Supervisor Coles stated that there were too many variables that would be confusing to discern on a web page. He gave the example of setbacks, which differ from Clinton 1, Clinton 2, and Elk Lake. He said that’s why Clinton Township has a permit officer. Communicating with him from website contact information would be the best way to get pertinent information. Ken Coles made a motion, seconded by Supervisor Curtis to put general information on the site. Vice Chair Non voted no, that he would like to see all of the information accessible on the site. The motion carried to have general information on the site.

**D. Minutes of Regular Meeting February 14, 2018-** Vice Chair Non made a motion, seconded by Supervisor Curtis to accept the minutes of the regular February 14, 2018 meeting. All voted yes. The motion carried.

**E. Treasurer’s Report Including Bills for Payment** – Chair Coles stated that he had a problem with several of the items presented for payment saying that payroll should not be approved. He conveyed that some of the time cards had no information and/or no date. He expressed to Road Master Non that he has brought this to his attention previously, as had the auditors. Auditor Bonnie Johnson spoke up saying that those same complaints would be included in the auditors’ report next month. Another issue Chair Coles addressed was that of Non’s time and a half overtime for the month (2 hours straight time, 14 hours overtime). Supervisor Curtis said that payroll had already had already been held up and the guys were waiting for their money. Secretary Droppa clarified that although the meeting date had been changed from the 14<sup>th</sup> to the 19<sup>th</sup> of March, she had made arrangements to have the payroll direct deposit date stay the same as it would have been had the meeting been last week. Chair Coles took issue with the bill from Palmers for more than \$5,000.00 which included labor charges for \$100.00 per hour. He stated that Miller would have come on site and done the work for \$50.00 per hour. Chair Coles made a motion to pay the bills as presented except for payroll and the bill for Palmers as it should have been done elsewhere. An inquiry was made regarding the \$700.00 bill from Million’s. Supervisor Curtis explained that a tree was down creating an unsafe situation and that the township workers could not do it. Brian made a motion, seconded by Supervisor Curtis to pay all of the bills as presented. Chair Coles voted no. The motion carried. Chair Coles asked how the payroll documentation would be handled and asked Vice Chair Non to lead by example in filling out his time card

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fully. Vice Chair Non asked Secretary Droppa to type up a sign to be posted by the time clock letting workers know that without the proper documentation timecards will not be processed and workers would not be paid.

- F. Road Master Report** – Road Master Brian Non explained the bills for Palmers, saying that the springs broke, it's an old truck, and it will cost the township several thousand dollars each year in up keep. He then made a motion to put out a bid to have bigger trees cut to clear the canopy that negatively impacts road surfaces. Further discussion ensued and the motion was not seconded nor voted on. He said that in response to requests, he would be happy to make addressing the Road Plan as part of his monthly report. Supervisor Curtis said that it was important to mark trees and that he was worried about getting water off the road, and that it was important to get Smith Road and others patched. Township Engineer Weinberger commented that you have to notify land owners, not get permission from them to trim trees. The road master report continued by stating that the township needs a new truck and to now get a new Ford, the township would need to get a 2019. Chair Coles reiterated that at last month's meeting that was tabled till Non went to a convention. Josh Debevec asked if the Supervisors would entertain the idea of not getting a Ford truck stating that the Fire Department had an '05 truck that was not a Ford product, and it had never been in the shop.

**G. Open Issues**

- a. **Tax Collector Salary** – Vice Chair Non explained that at the first of the year the tax collector was given a pay raise of 5% of what she collected and that at the February meeting it had been reduced to 3%. Since then, PSATS had been called and it became understood that it's illegal to give a tax collector a pay raise till a year of election. Marianne Thorpe spoke up from the audience and said that tax collector Clara Kiest of Pleasant Mt. Township earned 8% of what she collects and the Oregon Twp. Tax collector received 5% of collections. She reminded the Supervisors that she has been doing this for 15 years. She suggested revisiting the idea of a raise a year before re-election. When asked, Chair Coles said that the Township Supervisors set the verification fees.
- b. **Waymart Baseball Field** – Supervisor Curtis made a motion, seconded by Vice Chair Non for the Township to donate two 550 Trucks for ten hours a piece. All voted yes. The motion carried. Supervisor Curtis explained that the field is used a lot and is being overhauled. They are not just putting in lights, but also putting in dugouts. Matt Curtis brought up the subject of liability and setting precedents, to which Chair Coles responded that he had spoken to Solicitor Treat and that the township is allowed to participate when it is for the good of the community.

**H. New Business**

- a. **Annual Spring Meeting at the Seelyville Fire Hall is on March 21, 2018 at 7:00 PM. The snow date is March 28, 2018.** – Chair Coles, Vice Chair Non, Supervisor Curtis, and Auditor Bonnie Johnson all indicated that they would be attending.
- b. **Dennis Gregory's proposed building at Elk Lake** – Chair Coles explained that the lot is very small. The owner wants to build bigger and go six feet from each neighbor. The owner had provided a notarized statement of approval as required. Chair Coles expressed that NO part of the building (including deck) could go beyond the front of the neighbors' houses. Chair Coles made a motion, seconded by Supervisor Curtis to give the okay, with the understanding that no part of the deck or build can extend beyond the buildings on the left or the right. All voted yes. The motion carried.

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- c. **Bids for grading and rolling** – Bids are on a per hour basis for approximately 26 miles of Clinton Township dirt roads.

Company Name	Address	Grader & Operator	Roller & Operator	Total
Wayco, Inc.	198 O'Connell Rd. Waymart, PA 18472	\$104.26	\$77.79	\$182.05
E. R. Linde Construction Corp.	9 Collan Park Honesdale, PA 18431	\$98.00	\$48.00	\$146.00
Ciccone Construction, Inc.	3052 Lake Ariel Hwy Honesdale, PA 18431	\$105.00	\$65.00	\$170.00
Bill Pykus Excavating, Inc.	1880 Great Bend Tpk. Honesdale, PA 18431	\$100.00	\$60.00	\$160.00

Chair Coles noted that, as Supervisors, they have discretion and that Ciccone has done this job for so long and has done a great job, and his experience cuts down on time needed to do the job. His vote was for Ciccone. He also explained that all bids were for approximately the same size roller. Supervisor Curtis voted for Linde to be awarded the bid. Vice Chair Non expressed that Ciccone did a really good job and you did not need to babysit him. While he appreciated that, he thought that for the price difference, he thought that that the bid should be awarded to Linde. Vice Chair Non made a motion, seconded by Supervisor Curtis to award the bid to Linde. Chair Coles voted for Ciccone. The motion for awarding the bid to Linde carried.

- d. **Bids for Modified/DSA** – Bids are for a per ton price for 3,500 plus or minus of D.S.A.

Company Name	Address	DSA - 3,500 +/- Tons
New Enterprise Stone & Lime Co., Inc.	220 Park Road P.O. Box 177 Winfield, PA 17889	FOB - Delivered \$13.00 - \$21.00
Bill Pykus Excavating, Inc.	1880 Great Bend Tpk. Honesdale, PA 18431	Delivered and tailgated or at twp. Stockpile - \$11.25
Bedrock Quarries, Inc.	PO Box 79, Skippack, PA 19474	Tailgated - \$6.95 Delivered - \$15.28
Hanson Aggregates Pennsylvania LLC	PO Box 159 Montoursville, PA 17754	Tailgated - \$25.00 Delivered - \$19.75
E. R. Linde Construction, Corp.	9 Collan Park Honesdale, PA 18431	Tailgated - \$14.50 Delivered - \$13.00

Vice Chair Non made a motion, seconded by Supervisor Curtis to award the bid to Bill Pykus Excavating, Inc. All voted yes. The motion carried.

- e. **Bids for mowing** – There were no bids for mowing.
- f. **House numbers on mail boxes for emergency location** – Josh Debevec talked about blue reflective signs with white reflective letters which would cost roughly \$13.00 a sign. Chair Coles asked if it was Josh's opinion that citizens be forced to purchase the signs. Debevec clarified that although it would make citizens safer and easier to reach more quickly, he did not want to force citizens to choose safety, but to ask politely. He did think that perhaps the requirement to put house numbers on mailboxes/or at the end of a driveway should be required on new construction. He suggested UCC Officer Bob Bates not give a certificate of occupancy without a sign. He was aware that in Susquehanna when you changed addresses you had to get a sign. The township should set parameters. This would also be a fund raiser for the Browndale Fire

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Company. He stated that next month he would have a sign to show and they could put everything in motion.

- g. **New computer needed for the township** – It was announced that Brian Savage is getting everything ready to cater to the needs of the township and will be switching everything over, as the current computer is outdated and breaking down.
  - h. **Browndale Fire Company is having their Sunday, April 8<sup>th</sup> Chicken BBQ. Tickets can be purchased ahead at \$9.00.** – Announced
  - i. **Vestal Asphalt invites Supervisors and Road Crew for lunch on Thursday, April 19, 2018 at 12:00 noon at the Silver Lake Township Building on John c. McNamara Drive, Brackney, PA 18812**– There was no interest in attending on the part of the Supervisors.
  - j. **Pennsylvania One Call is offering educational sessions about safe digging practices in Wilkes Barre, PA on May 17, 2018** – There was no interest in attending on the part of the Supervisors.
  - k. **There is a Spring Road Maintenance Breakfast Meeting on March 21, 2018 by the Wayne Conservation District at the Wayne County Park Street Complex, 648 Park Street Honesdale, PA** – There was no interest in attending on the part of the Supervisors.
  - l. **On January 1, 2018 the minimum purchase amount that requires the advertisement for bids increased from \$19,700 to \$20,100. In addition, the minimum purchase amount for telephone quotes increased from \$10,700 to \$10,900** - Announced
  - m. **Pennsylvania One Call System, Inc. is asking members to designate April as “Pennsylvania 811 Safe Digging Month. A Proclamation has been provided by them and they are asking for it to be signed, dated, and returned** - Announced
  - n. **PennDOT is offering a course addresses the processes that are required or recommended when delivering local projects using state and / or federal funding. It follows the outline of and reviews the content of Publication 740, Local Project Delivery Manual (2017 version). The course is offered in Dunmore on April 19, 2018** – There was no interest in attending on the part of the Supervisors.
  - o. **Pennsylvania Department of Transportation Local Technical Assistance Program Local Technical Assistance Program is offering Municipal Road Maintenance and Safety Training in Jessup on April 5 (Traffic Signs Basics), Dallas on April 11 (Curves on Local Roads: Issues and Safety Tools), and Lord’s Valley on April 12 (Stop Signs and Intersection Traffic Control).** – There was no interest in attending on the part of the Supervisors.
  - p. **Piotrowski proposed land subdivision** – Map must go to Planning Commission before consideration of signing
  - q. **Torquati proposed land subdivision** – Map must go to Planning Commission before consideration of signing
  - r. **Farley proposed land subdivision** – Map must go to Planning Commission before consideration of signing
- I. **Bowndale Fire Department** – Chief Debevic gave an oral report. A written report is on file.
- J. **Public Comment** – Ray Vogt asked if bids for dust control were going out next month, to which Vice Chair Non replied that he was hoping to piggyback off the state and that by doing that money could be saved. Supervisor Curtis said that he would rather patch Smith Rd. Vice Chair Non said that the pipe on Cole Rd. and the one on Burrier Rd. need to be changed. He then made a motion to hire Joe Freed for mowing to which Chair Coles said he would have to get rid of some of the other employees first and that it would be revisited at the next meeting. Ron Poska reminded everyone that Supervisors are elected to make the decisions, and that

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a road plan is great, but much is unseen, such as the weather. Maureen Freed clarified that the Supervisors all voted that the website was moving ahead to which all three agreed. She let everyone know that there would be a "News Flash" portion on the web site and that in the future, citizens could sign up for "News Flashes". Freed also said that she talked to Jonathan Fritz regarding White Oak Pond. Matt Curtis said that it should be considered to write one positive thing that we can be proud of on the web site each month. Supervisor Curtis changed the topic and said that Clinton Township does not have a "bare road" policy and that "D" and "E" roads are allowed to have 6" of snow on the road. Josh Debevec noted that a sign was needed on the bottom of Ravniker Road showing "No Truck Traffic – Local Delivery Only" to which Chair Coles added that a weight restriction should be added.

- K. **Adjournment** – Chair Coles made a motion, seconded by Vice Chair Non, to adjourn the meeting at 8:34 p.m. All voted yes. The motion carried.